



State of Louisiana
DIVISION OF ADMINISTRATION

OFFICE OF STATE UNIFORM PAYROLL

KATHLEEN BABINEAUX BLANCO
GOVERNOR

JERRY LUKE LEBLANC
COMMISSIONER OF ADMINISTRATION

March 26, 2004

OFFICE OF STATE UNIFORM PAYROLL MEMORANDUM #2004-42

TO: All ISIS HR Agencies

FROM: Jena W. Cary
Director

SUBJECT: Miscellaneous Insurance Products Removed from Payroll Deduction
Payroll Deductions Authorized for Fiscal Year 2004-2005

Upon review of the annual vendor applications, it has been determined that Consecoco does not meet the requirements for payroll deduction for state employees. At this time all products offered by Consecoco through payroll deduction are being removed from the list of authorized payroll deductions for Fiscal Year 2004-2005 effective July 1, 2004. If there are any further changes OSUP will send out any additional information via memorandum.

Vendor	Deduction Code	Wage Types	Product Name
Consecoco	PA/NA 25	3A20/3D20 3A10/3D10	Cancer
Consecoco	NM 80	3A14/3D14	Cancer - C/V
Consecoco	PC/NC 27	3B04/3E04 3A12/3D12	Accident
Consecoco	NP 81	3A16/3D16	Accident- C/V
Consecoco	PD/ND 16	3A23/3D23 3A13/3D13	HeartCare
Consecoco	NR 82	3A17/3D17	HeartCare- C/V
Consecoco	NS 84	3A18/3D18	Hospital Indemnity-C/V- N/S

The LA Sales Coordinator for Consecoco for the remainder of the 2003-2004 Fiscal Year has been changed to Sharon Binz. Ms. Binz can be reached at (800) 628-6428 ext 7425.

Consecoco has been notified that they are responsible for contacting employees with products being removed from payroll deduction. They will advise the employees on how premiums can be paid, e.g. bank draft or invoice, in order to keep their policies in force. Agencies will not receive a new SED-4 form to indicate the removal of these

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products. Agencies can run report ZP74, Recurring/Additional Payments/Deds Detail Report, to determine which employees have these wage types/deductions. Deductions will be stopped automatically after the last payroll in June 2004.

As a result of the analysis on the annual participation levels, some changes may also need to be made for deductions that are being withheld under an incorrect product code. Vendors will contact the agencies affected. Agencies may accept an SED-4 ***without an employee's signature*** if the SED-4 submitted by the vendor is correcting the product codes and/or amounts between products and there is no change in the total semi-monthly premium. These changes are allowed for employees participating in the flex plan since these are considered to be correcting an administrative error. Corrections to FBP deductions can only be made back to the beginning of the 2003 - 2004 plan year, if applicable.

A list of vendors, authorized products, and assigned codes, as well as, the names, addresses, and phone number of the vendor Administrative & LA Sales Coordinators (VC-02) is attached for your reference.

Agencies should refer employees to the following link on the OSUP website: http://www.doa.state.la.us/osup/Misc_Ins_Prod_Listing_July2004.htm. This website includes generic product definitions as well as the ability to search for information at the product or vendor level. Links maintained by the vendors have been added to OSUP's web pages that provide more details about the products offered to LA State Employees. These web pages should be printed by agencies for those employees who do not have access to the internet.

Continual communication between agency personnel, vendor designated Coordinator and OSUP is critical for accurate and efficient processing of employee deductions for all parties involved. Timely resolution of deduction problems is mandatory. Agency personnel are responsible for assuring that both verbal and written correspondences from coordinators are acted upon in a timely manner. Please make sure that all staff involved in this process are made aware of this information.

If you have any questions, please contact Angela Woods at (225) 342-5345.

JWC:ACV:kmb

Attachment: [VC-02, Vendor/Coordinator Listing](#)

Vendor No. Product Code	Vendor Product Description	Product Code	Best Rating/FBP Indicator Product Description	Admin Coordinator Add/Ph (Agency Personnel Use Only)
30004	American Family Life Assurance Co (AFLAC)		F/A+ / FBP	Sonya Feagins 1932 Wynnnton Rd Columbus, GA 31999-0002 (706) 321-5662 (706) 660-7284 (FAX) Sfeagins@aflac.com
PA/NA 25 PC/NC 21 NS 38	Cancer Hospital Indemnity Term Life	PB/NB 20 NV 81	Intensive Care Accident/Disability	
LA Sales Coordinator Rocky B. Cunningham, Jr for Employees (225) 769-1488		Customer Service number for Employees (800) 992-3522		
30006	American Heritage Life, a wholly-owned subsidiary of the Allstate Corporation		F/A+ / FBP	John Alexander 1776 American Heritage Life Dr Jacksonville, FL 32224-6688 (800) 521-3535 ext 2676 (904) 992-3132 (FAX) john.alexander@ahlcorp.com
PA/NA 25 NP 22	Cancer Disability Income	NN 27 NS 32	Accident Universal Life	
LA Sales Coordinator Warren Benoit for Employees (800) 443-5694		Customer Service number for Employees (800) 521-3535		
30008	American Public Life		F/A- / FBP	Doug Johnson PO Box 925 Jackson, MS 39205-0925 (800) 256-8606 ext 218 (601) 932-9011 (FAX) djohnson@ampublic.com
PA/NA 25 PD/ND 23	Cancer Denta-Care I	NM 27 PE/NE 15	Accident Denta-Care II	
LA Sales Coordinator Warren Benoit for Employees (800) 443-5694		Customer Service number for Employees (800) 256-8606		
30013	Colonial Life & Accident		F/A- / FBP	Belinda Maffei Attn: Mail Stop SC216 PO Box 1365 Columbia, SC 29202-1365 (800) 845-7330 ext 5631 (803) 213-3010 (FAX) BTMaffei@UNUM.com
PA/NA 63 NM 60 NR 69	Cancer Accident/Disability Universal Life	PB/NB 78 PD/ND 76	Intensive Care Hospital Indemnity	
LA Sales Coordinator Robert Brulet for Employees (504) 457-2010 ext 41		Customer Service number for Employees (800) 325-4368		
30023	Guaranty Assurance Co, underwriter for DINA Dental		D/CD / FBP	Monica Dunlap PO Box 40017 Baton Rouge, LA 70835-0017 (800) 376-3462 ext 15 (225) 292-3075 (FAX) dunlapp@bellsouth.net
PA/NA 23	DINA Pref Dental			
LA Sales Coordinator Doug Jones for Employees (800) 376-3462 ext 18		Customer Service number for Employees (800) 376-3462		
30024	Guaranty Income Life		D/B / FBP	Sherry Ducote PO Box 2231 Baton Rouge, LA 70821-2231 (225) 383-0355 ext 267 (225) 343-0047 (FAX) Sherry@gilico.com
PA/NA 23	Q-Dent Dental Plan	NM 32	Universal Life	
LA Sales Coordinator Sherry Ducote for Employees (225) 383-0355 ext 267		Customer Service number for Employees (225) 383-0355		

XXXXX = ISIS HR Vendor Code for the specific company
x1/x2 = x1= D-domestic insurance, F-foreign insurance, or N-non insurance
x2= Insurance Vendors - A.M. Best current rating- **A+, A, B+, B, etc.**
Or Non-insurance vendors - CD-Certificate of Deposit or ILOC-Irrevocable letter of credit
FBP/Non FBP = Indicates whether company has products participating in the Flexible Benefits Plan

Products followed by **N/S** = Product has active participants but is no longer solicited/sold

Vendor No. Product Code	Vendor Product Description	Product Code	Best Rating/FBP Indicator Product Description	Admin Coordinator Add/Ph (Agency Personnel Use Only)
30043	Life Investors Insurance, administered by Transamerica		F/A+ / FBP	Marilyn Brinkhuis 1136 E Riveroaks Dr Baton Rouge, LA 70815-4156 (225) 925-9829 (225) 927-5655 (FAX) 1Marilyn@cox.net
PA/NA 25	Cancer	NM 80	Cancer-C/V - N/S	
NT 27	Accident	PC/NC 16	Heart	
NP 82	Heart-C/V - N/S			
LA Sales Coordinator Nell Passman for Employees (888) 775-3753		Customer Service number for Employees (225) 925-1393		
30046	Loyal American Life, a subsidiary of Great American Financial Resources		F/A / FBP	Warren Benoit PO Box 640488 Kenner, LA 70064-0488 (800) 443-5694 (504) 443-6004 (FAX) w_benoit@bellsouth.net
NM 32	Universal Life	NP 34	Whole Life - N/S	
PA/NA 25	Cancer			
LA Sales Coordinator Warren Benoit for Employees (800) 443-5694		Customer Service number for Employees (800) 633-6752		
30047	MSofA Dent-All Plan, Inc.		N/CD / FBP	Jeffrey A. Darin PO Box 1418 Tomball, TX 77377-1418 (800) 999-5842 (281) 351-2786 (FAX) jdarin@dentallplan.com
PA/NA 23	Dental/Eye/Chiropractic/Vitamin /Hearing Aid/24-hr Nurse Hotline			
LA Sales Coordinator Dean Ager for Employees (800) 999-5842		Customer Service number for Employees (800) 999-5842		
30048	New York Life Insurance		F/A++ / Non FBP	Stephen Goldsmith PO Box 500 Minneapolis, MN 55440-0500 (800) 695-1272 ext 200 (952) 884-2477 (FAX) stephen_c_goldsmith@newyorklife.com
NN 31	Whole Life	NP 32	Universal Life	
LA Sales Coordinator Charmaine Goodman for Employees (972) 701-3333		Customer Service number for Employees (800) 695-1272 ext 407		
10048	Office of Group Benefits (American General)		-/- / Non FBP	Ray Harrison PO Box 44036 Baton Rouge, LA 70804-4036 (225) 925-3739 (225) 925-4860 (FAX) rharrison@ogb.state.la.us
NM 50	Universal Life - N/S			
		Customer Service number for Employees (800) 247-8837		
30052	Pre-Paid Legal Services		N/ILOC / Non FBP	Mark Riches 4660 Mirandy Rd Cookeville, TN 38506-8655 (888) 264-4070 (931) 537-2270 (FAX) mriches@citlink.net
NM 99	Pre-Paid Legal			
LA Sales Coordinator Mark Riches for Employees (888) 264-4070		Customer Service number for Employees (800) 654-7757		

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Vendor No. Product Code	Vendor Product Description	Product Code	Best Rating/FBP Indicator Product Description	Admin Coordinator Add/Ph (Agency Personnel Use Only)
30053	Professional Insurance, underwriter for GE Financial Assurance		F/A / Non FBP	Michael Krutt 100 Bright Meadow Blvd Enfield, CT 06082-1981 (800) 451-2513 ext 1593 (860) 737-1040 (FAX) michael.krutt@ge.com
NN 27	Disability Income			
LA Sales Coordinator David Dearie for Employees (504) 455-4489		Customer Service number for Employees (800) 289-1122 ext 13006		
30054	Protective Life Ins		F/A+ / Non FBP	Debra Lawson PO Box 12687 Birmingham, AL 35202-6687 (800) 866-9933 ext 3561 (205) 268-3402 (FAX) debra.lawson@protective.com
NR 30	Term Life	NS 32	Universal Life	
LA Sales Coordinator David Dearie for Employees (504) 455-4489		Customer Service number for Employees (800) 866-9933		
30064	Starmount Life Ins		D/B+ / FBP	Tiffani Joffrion PO Box 98100 Baton Rouge, LA 70898 (888) 729-5433 ext 162 (225) 929-7288 (FAX) tiffanij@starmountlife.com
PA/NA 17	Preferred Dental			
LA Sales Coordinator Tiffani Joffrion for Employees (888) 729-5433 ext 162		Customer Service number for Employees (888) 729-5433 ext 2013		

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